

# **GCLM User Team Meeting Notes August 9, 2006**

**Attendees:** Beam, Doug (OFM); Castro, Rick (OFM); Hanson, John (CTED); Hontanosas, Del (CTED); McAuliffe, Kreighan (ECY); Saylor, Liz (ECY); Stewart, Debbie (ECY); Zeiler, Gary (ECY)

**OFM Web Site:** <http://www.ofm.wa.gov/accounting/grants/default.asp>

**Next Meeting:** Wednesday, August 16, 3:00 pm – 5:00 pm, Point Plaza West 2<sup>nd</sup> Floor Large Conference Room

## **Meeting Agenda for August 16, 2006:**

Approve August 9, 2006 Meeting Minutes  
Work Plan Review  
Review Vendor Assessment Process  
Vendor Presentation Questions

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## **Notes from August 2, 2006 Meeting**

1. Deleted from the August 2, 2006 Meeting Notes item "9. No team meeting is scheduled for August 9 and 16. Communication will be through e-mail." After deletion of item 9, approved the August 2, 2006 Meeting Notes.
2. Presented the up-dated work plan. There were no significant changes to the work plan. Line 121 is completed; Vendor responds. Line 124 is complete; Dulles Technology Partners' demonstration is scheduled for August 28, 2006.
3. A memo will be sent to the Communication Needs Survey participants. The memo is to be similar in content to the letter sent to the Executive Steering Committee.
4. Vendor RFI's received:
  - Agate Software
  - Arlington Group
  - C-Lutions
  - Dulles Technology Partners Inc (DTPi)
  - Nextance
  - Omniware
  - Sierra-OGMA
5. The project team analyzed the Vendor RFIs and the Vendor Firms. The team decided that these vendors in addition to Dulles Technology Partners Inc. would present their system:
  - Agate Software
  - C-Lutions
  - Sierra-OGMA
6. Team members are to bring vendor presentation questions to the next team meeting. Subject matter experts are to e-mail questions to Doug. These questions will be sent to the vendors prior to the vendor presentation.

## **Action Items**

<b>Action</b>	<b>Assigned</b>	<b>Due Date</b>
Send meeting invites to CTED subject matter experts to review role in the vendor presentations.	Del	8/10/2006
Set-up demonstration date with C-Lutions to demonstrate their system	Doug	8/9/2006
Set-up demonstration date with Agate Software to demonstrate their system	Doug, Rick	8/11/2006

Set-up demonstration date with Sierra-OGMA to demonstrate their system	Doug, Rick	8/11/2006
Send memo to subject matter experts for vendor presentation questions.	Doug	8/9/2006
Send memo to the Communication Needs Survey participants	Doug	8/15/2006